



**Five  
Rivers®**

**FIVE RIVERS  
CHILD CARE LTD**

Special  
Education  
Needs Policy &  
Procedure –  
Clannad School  
Covid -19 Annex

*'Five Rivers is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment'*

Policy Owner	Headteacher
Authoriser	Head of Education
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## 1. Special Education Needs Policy Annex COVID-19 19

### 1.1 Policy Statement

#### 1.1.1 The SEND Policy Annex has been written in accordance with:

- The Special Educational Needs and Disability Code 0 – 25 years code of practice 2015
- The Equality Act (2010)
- The Children and Families Act (2014)
- <https://www.gov.uk/government/publications/changes-to-the-law-on-education-health-and-care-needs-assessments-and-plans-due-to-coronavirus/education-health-and-care-needs-assessments-and-plans-guidance-on-temporary-legislative-changes-relating-to-coronavirus-covid-19>

This Code of Practice provides statutory guidance on duties, policies and procedures relating to Part 3 of the Children and Families Act 2014 and associated regulations and applies to England. It relates to children and young people with special educational needs (SEN) and disabled children and young people. A 'young person' in this context is a person over compulsory school age and under 25.

This policy details the provision for young people with special educational needs that we provide that is 'additional to' or 'different from' the provision made for all young people in state education. Our central aim is to reduce the barriers to effective learning for young people with special educational needs.

This annex refers to guidance issued during Covid 19

### 1.2 Terms and Definitions

#### 1.2.1 The below table sets out a number of terms and definitions used within this document:

Term	Definition

### 1.3 Data Protection

#### 1.3.1 Five Rivers Child Care supports the objectives of the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 and other legislation relating to Data Processing, including the Human Rights Act 1998, Regulation of Investigatory Powers

Act 2000 and the Freedom of Information Act 2000. Five Rivers Child Care has a statutory obligation to process personal data in accordance with the provisions of the General Data Protection Regulation (GDPR) and the Data Protection Act 2018

1.3.2 Every member of Five Rivers Child Care has an obligation to ensure that the information they process (use) is collected, maintained and disclosed in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 and the Five Rivers Child Care Data Protection Policy.

#### 1.4 Disclosure of Information

1.4.1 Any use or disclosure of information held within Five Rivers Child Care, without there being a legitimate purpose or legal basis, will be classed as unauthorised and is a criminal offence under Section 55 of the Act Right of Access (Subject Access Requests).

#### 1.5 Further Information

## 2. Context

From 20th March 2020 parents were asked to keep their children at home, wherever possible, and for schools to continue to provide care for a limited number of children – those who are vulnerable and children whose parents are critical to the COVID-19 response – who absolutely need to attend and who cannot be safely cared for at home. ‘Vulnerable children’ includes those supported by social care, those with safeguarding and welfare needs (including those on child in need and child protection plans), ‘looked after’ children, young carers, disabled children and those with education, health and care (EHC) plans.

This annex of the School SEND Policy and procedure contains details of our individual arrangements and changes to our usual mode of working in the following areas:

- Vulnerable children and eligibility
- Safeguarding, attendance and monitoring of wellbeing
- Arrangements for assessing and reviewing children’s progress.
- Arrangements for supporting children in moving between phases of education.
- The approach to teaching children with SEND
- Support for emotional and social development
- Working alongside other professionals
- The EHC Plan reviews

Please note: This annex should be read in tandem with the Clannad School Safeguarding Policy.

### 2. Key Contacts

Role	Name	Email
Head Teacher / Designated Safeguarding Lead	Utibe-Abasi Umoren	<a href="mailto:utibe-abasi.umoren@five-rivers.org">utibe-abasi.umoren@five-rivers.org</a>
Head of Education	James Hall	<a href="mailto:James.Hall@five-rivers.org">James.Hall@five-rivers.org</a>

## 3. Vulnerable children and eligibility

Vulnerable children include those children and young people up to the age of 25 with education, health and care (EHC) plans.

Those with an EHC plan will be risk-assessed in consultation with the Local Authority and parents, to decide whether they need to continue to be offered a school place in order to meet their needs, or whether they can safely have their needs met at home. This could include, if necessary, carers,

therapists or clinicians visiting the home to provide any essential services. Many children and young people with EHC plans can safely remain at home.

These risk assessments will consider a number of different risks to each individual, including:

- the potential health risks to the individual from COVID-19, bearing in mind any underlying health conditions. This will be on an individual basis and with advice from an appropriate health professional where required.
- the risk to the individual if some or all elements of their EHC plan cannot be delivered at all, and the risk if they cannot be delivered in the normal manner or in the usual setting.
- the ability of the school / home to ensure their health and care needs can be met safely.
- the potential impact of changes to routine or the way in which provision is delivered, to the individual's wellbeing.
- the availability of appropriately trained staff to support the needs of individual children.

The Coronavirus Act 2020 allows the Secretary of State, where appropriate, to temporarily lift the statutory duty on local authorities to maintain the precise provision in EHC plans, with local authorities needing instead to apply 'reasonable endeavours' to support these children and their families.

#### 4. Safeguarding, attendance and monitoring of wellbeing.

Clannad School continues in its commitment to ensuring the safety and wellbeing of its children during this period of general school closure.

Where children with EHC plans take up an eligible place in school, Clannad School will continue to ensure a safe space for these children to attend and flourish where they are risk assessed as able to do so.

The Headteacher will work to ensure that appropriate staff, facilities and provision are available to secure a safe, appropriate and positive placement for all children.

The support appropriate to each child, in this circumstance, will be recorded and reviewed on an individual basis. Any updates to a child's situation will be updated on their risk assessments which are then shared with the Local Authority and the Staff.

Clannad School will refer to the Government guidance for education and childcare settings on how to implement social distancing and continue to follow the advice from the government and Public Health England on handwashing and other measures to limit the risk of spread of COVID19.

Local authorities and education settings do not need to complete their usual day-to-day attendance processes to follow up on non-attendance.

Clannad School, its Head Teacher (DSL) and staff will work closely with all stakeholders to maximise the effectiveness of any communication plan for children with EHC plans.

This plan must be reviewed weekly and where concerns arise, the Head Teacher/DSL and SENCo will consider any referrals as appropriate.

## 5. Arrangements for assessing and reviewing children's progress.

Clannad School recognises that assessments and reviews of children's progress will continue to be necessary for some purposes during this period of school closure, mainly for the purpose of statutory assessment and review for new or existing EHC plans and for other assessments being completed by external professionals.

Where this is needed, key school staff will maintain communication with parents and relevant professionals to share, with necessary consents, the most current assessment information and professional observations that the school holds.

Where children's EHC plans are due for review within the period of school closure, the school will discuss arrangements with parents, children, the Local Authority and professionals involved in the plan arrangements for a 'remote review' will be made. All reviews should take place within the standard time frames. Emergency reviews will be held as required by remote contact.

## 6. Arrangements for supporting children in moving between phases of education.

For children due to move between phases of education at the end of this academic year, Clannad School will continue to make contact with the new settings to share necessary information to make children's transitions as smooth as possible. The staff will make contact with the new settings to share information on SEND needs. Where children with SEND would benefit from additional transition visits, every effort will be made to facilitate these where possible within DfE, PHE and government guidance.

Clannad School recognises that transition may be a particular concern for parents / carers of children of SEND, and communication remains open for parents / carers to contact school staff to discuss this.

Clannad School's approach to supporting children with transition will continue to be reviewed in line with all available DfE and government guidance on school closure. The school will make best endeavours to fully support young people transitioning to another provision.

## 7. The approach to teaching children with SEND

Clannad School recognises that children with SEND need access learning resources and activities which take account of their strengths and needs.

For children with SEND, including those with an EHC plan, learning will continue to happen on site, and staff will continue to support them in accessing appropriate learning activities.

Communication plans/ timetables will be in place for all children and this will be shared with the Home. Regular contact is maintained with the home to keep carers informed about how the children are faring in school.

## 8. Support for social and emotional development

Clannad School understands that children's social and emotional development is particularly at risk within the current national climate and period of national lockdown.

Individual risk assessments for children with EHC plans will consider children's social and emotional development and will ensure that communication plans are in place to enable at least fortnightly review. Regular contact between school staff and carers/children will be central to identifying when additional support may be needed. Where concerns are raised or are apparent within these communications, the child's risk assessment will be reviewed by the headteacher and school staff and appropriate action or onward referrals considered.

The assessment and therapy team within Five Rivers Education will input into the process of support for staff and the child.

## 9. Working alongside other professionals

Clannad School will continue to maintain contact with other professionals during this period of lockdown or restricted opening. This will particularly include liaison with care homes, social services, the virtual school, the Local Authority and anyone else in the team around the child. Any service that shares resources which may be of use to parents and professionals during this time, we will send out.

The headteacher and school staff hold contact details for external professionals already working with children with SEND Including health and social care staff and will maintain both planned contacts and referrals of arising need. Contact details for the Headteacher are available via the school website should professionals need to make contact.

Clannad School will signpost parents/carers to appropriate external professionals as needed and will continue to fulfil authorised requests for information for assessment or review purposes.

### 1. EHC Plans

Clannad School shall make best endeavours to ensure outcomes of the EHC plans are met.

Reviews and re-assessments of EHC plans will still take place. There can in some circumstances be flexibility over the timing of an annual review that does not relate to a transfer between phases of education. Annual reviews may, in the current circumstances, need to take a different form. It is important that the reviews continue to ensure that the child or young person is at the centre of the process and can engage with the process in a meaningful way.

A review meeting, even if by necessity briefer than usual, can be reassuring for parents, children and young people, through ensuring that their EHC plan is up-to-date so that they can receive appropriate provision.

## Review



This addendum to the information report will be reviewed in light of new government guidance as and when it is published. Updated 16.09.2020

